

# **Title: SHIP Annual Report**

**Flagler County / Palm Coast FY 2021/2022  
Closeout**

**Report Status: Unsubmitted**

\*The Annual Report will be reviewed and certified by the BOCC on **September 16, 2025**.

**Form 1**

- **This report demonstrates how Flagler County spent the funds received between July 1, 2021 and June 30, 2022.**
- **The expenditure deadline was June 30, 2024 for these funds.**

## SHIP Distribution Summary

### Homeownership

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
2	Purchase Assistance	\$389,850.00	9				
3	Owner Occupied Rehabilitation	\$477,635.94	9				
<b>Homeownership Totals:</b>		<b>\$867,485.94</b>	<b>18</b>				

### Rentals

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
16	Disaster Assistance	\$4,091.38	2				
17	Emergency Repair	\$40,038.39	4				
<b>Rental Totals:</b>		<b>\$44,129.77</b>	<b>6</b>				

**Subtotals: \$911,615.71 24**

### Additional Use of Funds

Use	Expended
Administrative	\$79,363.40
Homeownership Counseling	\$ .00
Admin From Program Income	\$10,534.94
Admin From Disaster Funds	\$ .00

We can use 10% of the allocation for administrative expenses, to include employee salary, software, etc.

When we receive payoffs from SHIP homes sold, we can use 5% of those funds for administrative Expenses.

**Totals: \$1,001,514.05 24 \$ .00 \$ .00**

### Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds	Amount
State Annual Distribution	\$793,634.00
Program Income (Interest)	\$2,312.84
Program Income (Payments)	\$208,385.98
Recaptured Funds	\$ .00
Disaster Funds	
Other Funds	
Carryover funds from previous year	\$2,263.26
<b>Total:</b>	<b>\$1,006,596.08</b>

- We received \$793,634 from the state
- The trust fund earned \$2,312.84 in interest
- We received \$208,385.98 from payoffs **\$1,006,596.06** was the total with an expenditure deadline of **June 30, 2024**.

\* Carry Forward to Next Year: **\$5,082.03**

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1

**These are maximum rental rates for this year. This is not data we are reporting.**

**Rental Unit Information**

Description	Eff.	1 Bed	2 Bed	3 Bed	4 Bed
ELI	392	425	575	752	929
VLI	653	700	840	970	1,082
LOW	1,045	1,120	1,343	1,552	1,732
MOD	1,569	1,680	2,016	2,328	2,598
Up to 140%	1,830	1,960	2,352	2,716	3,031

**Recap of Funding Sources for Units Produced ("Leveraging")**

Source of Funds Produced through June 30th for Units	Amount of Funds Expended to Date	% of Total Value
SHIP Funds Expended	\$911,615.71	41.84%
Public Moneys Expended	\$971,100.00	44.57%
Private Funds Expended	\$290,000.00	13.31%
Owner Contribution	\$6,000.00	.28%
Total Value of All Units	\$2,178,715.71	100.00%

**We track this data and upload it.**

**Public moneys would be CDBG or Habitat.**

**Private funds are typically the loans.**

**SHIP Program Compliance Summary - Home Ownership/Construction/Rehab**

Compliance Category	SHIP Funds	Trust Funds	% of Trust Fund	FL Statute Minimum %
Homeownership	\$867,485.94	\$795,897.26	108.99%	65%
Construction / Rehabilitation	\$841,615.71	\$795,897.26	105.74%	75%

**Homeownership and Construction expenditures are based on the state allocation. The percentages are higher because we've spent program income in these categories as well.**

**Program Compliance - Income Set-Asides**

Income Category	SHIP Funds	Total Available Funds % *
Extremely Low	\$ .00	.00%
Very Low	\$434,064.81	43.12%
Low	\$477,550.90	47.44%
Moderate	\$ .00	.00%
Over 120%-140%	\$ .00	.00%
<b>Totals:</b>	<b>\$911,615.71</b>	<b>90.56%</b>

**We do have to meet income requirements for all funds received, including program income (interest and payoffs).**

**Project Funding for Expended Funds Only**

Income Category	Total Funds Mortgages, Loans & DPL's	Mortgages, Loans & DPL Unit #s	Total Funds SHIP Grants	SHIP Grant Unit #s	Total SHIP Funds Expended	Total # Units
Extremely Low		0		0	\$ .00	0
Very Low	\$394,026.42	8	\$40,038.39	4	\$434,064.81	12
Low	\$473,459.52	10	\$4,091.38	2	\$477,550.90	12
Moderate		0		0	\$ .00	0
Over 120%-140%		0		0	\$ .00	0
<b>Totals:</b>	<b>\$867,485.94</b>	<b>18</b>	<b>\$44,129.77</b>	<b>6</b>	<b>\$911,615.71</b>	<b>24</b>

**Form 3** We upload a detailed Excel sheet to produce this data. Each expenditure goes toward an **eligible applicant** toward an **eligible housing unit**. We also track demographic data.

### Number of Households/Units Produced

Strategy	List Unincorporated and Each Municipality	ELI	VLI	Low	Mod	Over 140%	Total
Owner Occupied Rehabilitation	Palm Coast		3	2			5
Owner Occupied Rehabilitation	Unincorporated		1				1
Owner Occupied Rehabilitation	Bunnell		2	1			3
Purchase Assistance	Palm Coast		2	7			9
Emergency Repair	Bunnell		2				2
Emergency Repair	Palm Coast		2				2
Disaster Assistance	Palm Coast			1			1
Disaster Assistance	Unincorporated			1			1
<b>Totals:</b>			<b>12</b>	<b>12</b>			<b>24</b>

Here we see that most applicants live in Palm Coast and we had one in unincorporated Flagler County.

### Characteristics/Age (Head of Household)

Description	List Unincorporated and Each Municipality	0 - 25	26 - 40	41 - 61	62+	Total
Owner Occupied Rehabilitation	Palm Coast			1	4	5
Owner Occupied Rehabilitation	Unincorporated			1		1
Owner Occupied Rehabilitation	Bunnell	1			2	3
Purchase Assistance	Palm Coast		6	2	1	9
Emergency Repair	Bunnell				2	2
Emergency Repair	Palm Coast				2	2
Disaster Assistance	Palm Coast				1	1
Disaster Assistance	Unincorporated				1	1
<b>Totals:</b>		<b>1</b>	<b>6</b>	<b>4</b>	<b>13</b>	<b>24</b>

For this reason, we do not work as closely with our building department as other communities where most of the SHIP rehabilitation would already be inspected by their County's building department.

They helped us with that one, though!

We can see that a significant number of our projects benefit homeowners aged 62 or higher.

## Family Size

Description	List Unincorporated and Each Municipality	1 Person	2-4 People	5+ People	Total
Owner Occupied Rehabilitation	Palm Coast	3	2		5
Owner Occupied Rehabilitation	Unincorporated		1		1
Owner Occupied Rehabilitation	Bunnell	2	1		3
Purchase Assistance	Palm Coast		8	1	9
Emergency Repair	Bunnell	1	1		2
Emergency Repair	Palm Coast	2			2
Disaster Assistance	Palm Coast	1			1
Disaster Assistance	Unincorporated		1		1
<b>Totals:</b>		<b>9</b>	<b>14</b>	<b>1</b>	<b>24</b>

## Race (Head of Household)

Description	List Unincorporated and Each Municipality	White	Black	Hispanic	Asian	Amer-Indian	Other	Total
Owner Occupied Rehabilitation	Palm Coast	1	3	1				5
Owner Occupied Rehabilitation	Unincorporated	1						1
Owner Occupied Rehabilitation	Bunnell		3					3
Purchase Assistance	Palm Coast	4	5					9
Emergency Repair	Bunnell		2					2
Emergency Repair	Palm Coast	1	1					2
Disaster Assistance	Palm Coast	1						1
Disaster Assistance	Unincorporated	1						1
<b>Totals:</b>		<b>9</b>	<b>14</b>	<b>1</b>				<b>24</b>

## Demographics (Any Member of Household)

Description	List Unincorporated and Each Municipality	Farm Worker	Home-less	Elderly	Total
Owner Occupied Rehabilitation	Palm Coast			4	4
Owner Occupied Rehabilitation	Unincorporated				0
Owner Occupied Rehabilitation	Bunnell			2	2
Purchase Assistance	Palm Coast			1	1
Emergency Repair	Bunnell			2	2

Do localized housing programs lead to racial Equity? Evidence from the State Housing Initiatives partnership Program.

Emergency Repair	Palm Coast			2	2
Disaster Assistance	Palm Coast			1	1
Disaster Assistance	Unincorporated			1	1
<b>Totals:</b>				<b>13</b>	<b>13</b>

**Special Target Groups for Funds Expended (i.e. teachers, nurses, law enforcement, fire fighters, etc.) Set Aside**

Description	Special Target Group	Expended Funds	Total # of Expended Units
Purchase Assistance	Educator/School Employee	39,950.00	1
Purchase Assistance	Building Trades	70,000.00	2

**Form 4**

**Status of Incentive Strategies**

Incentive	Description (If Other)	Category	Status	Year Adopted (or N/A)
Expedited permitting	Ord. No 2021-05 s.s.2, 6-21-administrative expedited permitting has previously been implemented.	Required	Adopted	2021
Ongoing review process		Required	Implemented, in LHAP	1992

Here, we're reporting as a government--not just as Housing Services.

**Support Services**

Flagler County's Health and Human Services Department offers a range of services, including Senior Services, Human Services, Housing Services, and an Adult Daycare Center. The Human Services division curates community resources, providing information on affordable housing options in Flagler County. The Extension Office offers various consumer education workshops, such as a First-Time Home Buyer's course available in both Spanish and English. Flagler County partners with the Flagler County Housing Authority and Flagler Habitat for Humanity to connect very low-income home buyers with available homeownership opportunities.

**Other Accomplishments**

Flagler County Housing Services collaborates with the City of Palm Coast to coordinate funding between the County's SHIP program and the City's CDBG program. The AHAC has participated in the City of Palm Coast's update of their Comprehensive Plan, which now emphasizes life-stage housing to enhance housing diversity in the City. The plan also includes combining SHIP and CDBG funds, considering local government matching funds to incentivize the development of affordable rental units.

Flagler County and the City of Palm Coast have partnered on a Housing Policy Forum, featuring expertise from the Florida Housing Coalition, local home builders, and both nonprofit and for-profit housing developers, to foster discussions on regulatory incentives for affordable housing development within the framework of the Live Local Act.

Additionally, Flagler County applied for and implemented a \$194,000 Hurricane Loss Mitigation Program (HLMP) grant to further enhance the resiliency of the county's housing inventory.

**Availability for Public Inspection and Comments**

Flagler County's Draft Annual Report is posted on [Flaglercounty.gov/ship](http://Flaglercounty.gov/ship) with the option to provide comments. Staff also provides the draft annual report to the Affordable Housing Advisory Committee with the option to allow for public comments.

### Life-to-Date Homeownership Default and Foreclosure

Total SHIP Purchase Assistance Loans: **562**

#### Mortgage Foreclosures

- A. Very low income households in foreclosure: **6**
  - B. Low income households in foreclosure: **15**
  - C. Moderate households in foreclosure: **0**
- Foreclosed Loans Life-to-date: **21**

SHIP Program Foreclosure Percentage Rate Life to Date: **3.74**

#### Mortgage Defaults

- A. Very low income households in default: **8**
  - B. Low income households in default: **11**
  - C. Moderate households in default: **0**
- Defaulted Loans Life-to-date: **19**

SHIP Program Default Percentage Rate Life to Date: **3.38**

### Strategies and Production Costs

Strategy	Average Cost
Disaster Assistance	\$2,045.69
Emergency Repair	\$10,009.60
Owner Occupied Rehabilitation	\$53,070.66
Purchase Assistance	\$43,316.67

### Expended Funds

Total Unit Count: **24**                      Total Expended Amount: **\$911,615.71**

Strategy	Full Name	Address	City	Zip Code	Expended Funds	FY if Unit Already Counted
Owner Occupied Rehabilitation	██████████	████ Seone Pl	Palm Coast	32164	\$70,404.57	
Owner Occupied Rehabilitation	██████████	████ Burroughs Dr	Palm Coast	32137	\$50,031.47	
Owner Occupied Rehabilitation	██████████	████ Canham	Bunnell	32110	\$75,919.44	
Owner Occupied Rehabilitation	██████████	████ S. Church Street	Bunnell	32110	\$53,073.48	
Owner Occupied Rehabilitation	██████████	████ S. Cherry St	Bunnell	32110	\$51,666.20	

Owner Occupied Rehabilitation	[REDACTED]	[REDACTED] Sherman St	Bunnell	32110	\$34,394.25	
Owner Occupied Rehabilitation	[REDACTED]	[REDACTED] Wellstone Dr	Palm Coast	32164	\$27,445.17	
Owner Occupied Rehabilitation	[REDACTED]	[REDACTED] Birchfield	Palm Coast	32137	\$44,780.12	
Owner Occupied Rehabilitation	[REDACTED]	[REDACTED] Rogers Ct	Palm Coast	32164	\$69,921.24	
Purchase Assistance	[REDACTED]	[REDACTED] Sentinel Tr	Palm Coast	32164	\$39,950.00	
Purchase Assistance	[REDACTED]	[REDACTED] Rycrest Ln	Palm Coast	32164	\$25,000.00	
Purchase Assistance	[REDACTED]	[REDACTED] Underwick Tr	Palm Coast	32164	\$45,000.00	
Purchase Assistance	[REDACTED]	[REDACTED] Parkway Dr	Palm Coast	32164	\$45,000.00	
Purchase Assistance	[REDACTED]	[REDACTED] Bunker View Dr	Palm Coast	32137	\$55,000.00	
Purchase Assistance	[REDACTED]	[REDACTED] Boulder Rock	Palm Coast	32137	\$45,000.00	
Purchase Assistance	[REDACTED]	[REDACTED] Barkwood In	Palm Coast	32137	\$45,000.00	
Emergency Repair	[REDACTED]	[REDACTED] Lincoln	Bunnell	32110	\$4,268.76	
Emergency Repair	[REDACTED]	[REDACTED] Wood Acre Ln	Palm Coast	32164	\$16,000.00	
Emergency Repair	[REDACTED]	[REDACTED] Sligo Mill Ln	Palm Coast	32164	\$13,100.00	
Disaster Assistance	[REDACTED]	[REDACTED] Forsythe	Palm Coast	32137	\$2,091.38	
Disaster Assistance	[REDACTED]	[REDACTED] Ocean St	Palm Coast	32137	\$2,000.00	
Purchase Assistance	[REDACTED]	[REDACTED] Pope Ln	Palm Coast	32164	\$39,950.00	
Purchase Assistance	[REDACTED]	[REDACTED] Sentinel	Palm Coast	32164	\$49,950.00	
Emergency Repair	[REDACTED]	[REDACTED] Marion St	Bunnell	32110	\$6,669.63	

Some communities share administrative costs with consultants.  
We do all work from start to finish in Housing Services.

### Administration by Entity

Name	Business Type	Strategy Covered	Responsibility	Amount
Flagler County Board of County Commissioners	Local Government	All	Administration	\$89,898.34

### Program Income

Program Income Funds	
Loan Repayment:	
Refinance:	
Foreclosure:	\$117,036.43
Sale of Property:	\$91,349.55

4 homes sold and there were two foreclosures, one of which was a replacement home with a \$92,465.88 repayment (awarded in 2008). Homes sold in 2021 were awarded 2007, 2008 (2), 2009, and 2015 (homeowner passed away).



Interest Earned:	\$2,312.84
<b>Total:</b>	<b>\$210,698.82</b>

**Number of Affordable Housing Applications**

Number of Affordable Housing Applications	
Submitted	21
Approved	6
Denied	0

While expenditures can happen any time between July 1 2021 and June 30, 2024, we only report applications received that year. In 2021 we had **0 staff members in Housing from June 2021 until Jan 2022.**

**\*\*With Neighborly, we are currently tracking a considerably higher number of applications (over 100) per year. We also have two full staff members (coordinator and manager/administrator) and now also work with a Human Services Case Manager.**

**Explanation of Recaptured funds**

Description	Amount
<b>Total:</b>	<b>\$0.00</b>

**Rental Developments**

Development Name	Owner	Address	City	Zip Code	SHIP Amount	SHIP Units	Compliance Monitored By

**Single Family Area Purchase Price**

The average area purchase price of single family units:

Or

Not Applicable

## Special Needs Breakdown

### SHIP Expended and Encumbered for Special Needs Applicants

Code(s)	Strategies	Expended Amount	Units	Encumbered Amount	Units
2	Purchase Assistance	\$94,950.00	2		
3	Owner Occupied Rehabilitation	\$304,126.42	6		
17	Emergency Repair	\$10,938.39	2		

### Special Needs Category Breakdown by Strategy

Strategies	Special Needs Category	Expended Amount	Units	Encumbered Amount	Units
(3) Owner Occupied Rehabilitation	Person with Disabling Condition (not DD)	\$304,126.42	6		
(2) Purchase Assistance	Person with Disabling Condition (not DD)	\$45,000.00	1		
(17) Emergency Repair	Person with Disabling Condition (not DD)	\$10,938.39	2		
(2) Purchase Assistance	Developmental Disabilities	\$49,950.00	1		

### Provide a description of efforts to reduce homelessness:

Flagler County's Human Services Division has long provided emergency rental assistance from its General Revenue, successfully limiting and preventing homelessness. The Division also offers financial assistance to eligible, uninsured citizens needing help with medical expenses, enabling them to return to work or apply for disability. The Human Services Division curates a comprehensive resource directory for citizens, connecting them to food, housing, assistance, mental health, and other community resources. Housing Services and Human Services collaborate with the Continuum of Care to ensure people at risk of or currently experiencing homelessness have access to community resources. Flagler County also implements a grants-to-agencies program through its Human Services Division to address service gaps in the community, funding services related to domestic violence, mental health, child services, addiction recovery, food availability, cold-weather sheltering, and early childhood learning. The Senior Services Division provides case management services through the Council on Aging and ElderSource. Case managers and aides collaborate with community entities such as community paramedics and other divisions to identify and properly refer homeowners or renters at risk of critical well-being instability, including issues related to food, safety, and housing.

## Interim Year Data

## Interim Year Data

Interim Year 1		
State Annual Distribution	\$1,156,274.00	
Program Income	\$115,512.75	
Program Funds Expended	\$352,033.94	
Program Funds Encumbered	\$821,555.53	
Total Administration Funds Expended	\$0.00	
Total Administration Funds Encumbered	\$115,627.40	
Homeownership Counseling		
Disaster Funds		
65% Homeownership Requirement	\$1,173,589.47	101.50%
75% Construction / Rehabilitation	\$1,173,589.47	101.50%
30% Very & Extremely Low Income Requirement	\$621,795.19	48.89%
30% Low Income Requirement	\$430,744.28	33.87%
20% Special Needs Requirement	\$297,536.78	25.73%
<b>Carry Forward to Next Year</b>		

When we issue "award letters," after reviewing housing and income eligibility, we "encumber" those funds.

This is for funds received between July 1, 2022 and June 30, 2023.

We "encumber" funds based on the maximum potential award for each project. This approach causes actual funding allocations to vary, which is why we often operate a year or two behind in our financial reporting. For example, if we issue an award letter for a Very Low-Income (VLI) household (50% AMI) and another for a Low-Income (80% AMI) household for rehabilitation, each with a maximum award of \$80,000, we initially "encumber" \$160,000 total. However, if the VLI household's rehabilitation ultimately costs only \$30,000 and the Low-Income household's costs \$79,000, we adjust the allocation of funds over subsequent years to ensure we meet our income compliance requirements for the report year.

The 65% homeownership and 75% construction calculations are based on total spending (including program income) as a percentage of the state allocation. These percentages exceed 100% because we spent more than the allocated amount.

**LG Submitted Comments:**